

**GOVERNMENT OF TELANGANA**  
**ABSTRACT**

Labour Employment Training and Factories Department – Insurance Medical Services – Purchase of Drugs & Medicines and Medical equipment in Insurance Medical Services Department – Certain Amendments to Guidelines – orders – Issued.

**LABOUR EMPLOYMENT TRAINING & FACTORIES (OP&IMS) DEPARTMENT**

G.O.Ms.No. 2

Dated: 11-01-2021  
Read the following:-

1. G.O Ms No.51, Labour Employment Training and Factories (IMS) Department, dated:09.04.2012.
2. ESIC Lr No.U-16/52/2001/Med-III (AP) Dated:22.11.2016.
3. Government Memo No.607/Emp.Vig/A3/2019-2, Dated:23.02.2019.
4. From the Director Insurance Medical Services, Telangana, Hyderabad Lr Rc No.8136/P1/2019 Dated:08.11.2019.
5. Government Memo No.4316/OP&IMS/A2/2019 Dated:28.11.2019.
6. From the Director Insurance Medical Services, Telangana, Hyderabad, Lr Rc No.8136/P1/2019 Dated:28.02.2020.
7. Govt., Memo No.4316/OP&IMS/A2/2019 Dated:28.07.2020.
8. From the Director Insurance Medical Services, Telangana, Hyderabad, Lr Rc No.8136/P1/2019 Dated:05.09.2020.

\*\*\*\*\*

**ORDER:**

In the G.O. 1<sup>st</sup> read above, the Government have issued Comprehensive Guidelines for purchase procedure of equipment & drugs / dressing material in IMS Department

2. The Director Insurance Medical Services, Telangana, Hyderabad in his letters 4<sup>th</sup>, 6<sup>th</sup> & 8<sup>th</sup> read above has stated that the ESIC, New Delhi has issued guidelines for de-centralizing the procurement of Medicines by the State Government through Medical Superintendents of ESI Hospitals in the reference 2<sup>nd</sup> read above and accordingly, he has submitted proposal for amendment to G.O.Ms. No. 51, Labour Employment Training and Factories (IMS) Department, dt. 09.04.2012.

3. Government after careful examination of the matter hereby issue the following amendments to 6(a), 6(b), 6(c) and 10 of G.O.Ms. No. 51, Labour Employment Training and Factories (IMS) Department, dt. 09.04.2012.

**AMENDMENTS**

Para	Existing	Substituted as
<b>Para 6(a)</b>	Director of Insurance Medical Services shall obtain indents from the in-charge Medical Officers of the Dispensaries routed through Joint Directors concerned and Medical Superintendents in the State and place orders with the approved Agencies well in advance under rate contract system as per the guidelines /	Medical Superintendents & In charges of Nodal Center for Drugs Distribution shall obtain indents directly from the In charge Medical Officers of dispensaries attached to their nodal centers and their respective Hospitals. Medical Superintendents shall place orders with the approved Agencies well in advance under

	<p>approvals communicated by the Employees' State Insurance Corporation, New Delhi from time to time;</p>	<p>rate contract system as per the guidelines / approvals communicated by the Employees' State Insurance Corporation, New Delhi from time to time.</p> <p>A Hospital Medicine scrutinizing committee shall be constituted by the Medical Superintendent &amp; In charge of Nodal Center for Drugs Distribution with Civil Surgeon Specialists of the respective hospital. The Medical Superintendent shall decide the number of members depending on their specialty and the need as required. The Medical Superintendent shall be convenor of the committee so formed. The Hospital Medicine scrutinizing committee shall meet in the month of January every year and should assess the requirement of drugs considering the last two years indents and utilization. The same Hospital Medicine scrutinizing committee shall also scrutinize and certify all the indents received by the Medical Superintendent &amp; In charge of Nodal Center for Drugs Distribution</p>
<b>Para 6(b)</b>	<p>Purchasing system shall be centralized at the Director of Insurance Medical Services level with a condition that the supplying agencies shall deliver the equipment and Drugs at unit level as indented (unit wise) to the dispensaries and hospitals directly as per Rate Contract terms and conditions stipulated by the Corporation to avoid the possible leakages in procuring the required items through supply chain;</p>	<p>Purchasing system shall be decentralized at the Medical Superintendents &amp; In charges of Nodal Center for Drugs Distribution level with a condition that the supplying agencies shall deliver the equipment and Drugs at Nodal Center for Drugs Distribution level as indented directly adhering to the Rate Contract terms and conditions stipulated by the Corporation to avoid the possible leakages in procuring the required items through supply chain. The Nodal Center for Drugs Distribution shall deliver the drugs &amp; dressings to the respective dispensaries&amp; Hospitals as per the placed indent.</p>

<b>Para 6 (c)</b>	Payment of bills against the supplies be ensured by the Director of Insurance Medical Services duly following the purchase procedures laid down by the Corporation for the purpose and the financial code;	<p>Payment of bills against the supplies be ensured by the Director of Insurance Medical Services duly following the purchase procedures laid down by the Corporation for the purpose and the financial code; after scrutiny and issuance of pass order by the Audit Committee.</p> <p>The Audit committee shall be formed with the following members:</p> <ul style="list-style-type: none"> <li>i. Joint Director (F.W.) as Chairman</li> <li>ii. One of the Medical Superintendents (by rotation other than NCDD under their control) as Member</li> <li>iii. Assistant Director (Stores) of O/o DIMS as member</li> <li>IV. Administrative Officer (Audit Section) of O/o Director Insurance Medical Services as Convener.</li> </ul>
<b>Para 10</b>	Needless to add that Items listed under rate Contract by the Employee State Insurance Corporation, New Delhi, as applicable to Employee State Insurance Hospitals all over the country are to be preferred always. Rarest among the rare cases, the procurement under non- Rate Contract items shall be resorted to aid the I.Ps. Generic Medicines shall be indented in the case of non-supply of items by the approved agencies under rate contract list duly following the procedure laid down by the State/ Central Governments for the purpose. In emergencies and to meet requirement of life saving drugs, the Medical Superintendents of Hospitals are authorized to procure the same locally with financial powers not exceeding Rs.25,000/- for Employee State Insurance Hospital Sanathnagar considering concentration of I.PS in and around and Rs.10,000/- for other Hospitals. The I/c Medical Officers shall procure medicines upto Rs.1,000/- whenever need	In emergencies and to meet requirement of life saving drugs, it is proposed that the Medical Superintendents of Hospitals are authorized to procure the same locally with financial powers not exceeding Rs.5,00,000/- per quarter for Employee State Insurance Hospital Sanathnagar relocated at Nacharam considering concentration of I.Ps in and around and Rs.1,00,000/- per quarter for other Hospitals. The I/c Medical Officers shall procure medicines upto Rs.3,000/- per quarter or whenever need arises with proper justification as a measure of precaution and preparedness under due intimation to the Director of Insurance Medical Services and seek ratification subsequently.

	arises as a measure of precaution and preparedness under due intimation to the Director of Insurance Medical Services and seek his ratification subsequently. The Director, Insurance Medical Services, shall accordingly work-out the modalities and monitor the expenditure at regular fortnightly intervals.	
--	---	--

4. The Director Insurance Medical Services, Telangana, Hyderabad shall take further necessary action accordingly.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF TELANGANA)**

**I.RANI KUMUDINI  
SPECIAL CHIEF SECRETARY TO GOVERNMENT**

To  
The Director Insurance Medical Services, Telangana, Hyderabad.  
All the committee members through Director Insurance Medical Services, Telangana, Hyderabad.  
Copy to  
The Regional Director, Employees State Insurance Corporation, Hyderabad.  
The State Medical Commissioner, Employees State Insurance Corporation, Hyderabad.  
The P.S to Hon'ble Minister (Labour&Empl.,)

//FORWARDED :: BY ORDER//

**SECTION OFFICER**